

FOR OFFICE USE ONLY

DATE: _____
 _____ TYPE I - \$ 25
 _____ TYPE II - \$ 50
 _____ PERMIT NO.

THE CITY OF SAN MARCOS
 ACCESS DRIVEWAY PERMIT

This permit must be signed by the owner or contractor AFTER city review.

1. Owner's Name: _____
 Address: _____
 Telephone: _____

2. Contractor's Name*: _____
 Address: _____
 Telephone: _____

**Person or business responsible for completion of construction.*

3. Address / Legal Description / Location of Proposed Access Driveway:

4. Land Use Type (Check One): ☐ Type I ☐ Type II
 Single Family Office / Commercial
 Duplex Industrial
 Townhouse Parking lots
 Multi-resident Apartment Banks
 Service stations & convenience
 stores with fuel pumps
 All Others

- (a) Type I Driveway Approaches: Describe proposed work (see back for requirement outline - space on back of sheet may be used for sketch):
 (b) Type II Driveway Approaches: An outline of submittal requirement is shown on reverse page.

ALL WORK DONE UNDER THIS PERMIT MUST COMPLY WITH THE "CITY OF AUSTIN STANDARD SPECIFICATIONS," AND APPLICABLE ORDINANCES OF THE CITY OF SAN MARCOS.

ALL APPLICATIONS FOR A PERMIT OR PROPOSED DRIVEWAY APPROACH ON A STATE HIGHWAY WITHIN THE CITY LIMITS SHALL BE SUBMITTED TO THE STATE DEPARTMENT OF TRANSPORTATION FOR APPROVAL PRIOR TO A PERMIT OR APPROVAL OF THE DRIVEWAY APPROACH MAY BE GRANTED.

Signature: _____ Date: _____

Do Not Write Below This Line - For Staff Comments Only

Denied: _____

Signature: _____ Date: _____

Approved: _____

Signature: _____ Date: _____

ACCESS DRIVEWAY PERMIT

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The following is a short outline of information to be submitted with the driveway permit application. More specific information and design requirements can be obtained from the "PUBLIC RIGHT-OF-WAY ACCESS ORDINANCE" adopted November 9, 1987.

(a) Type I Driveway Approached:

- (1) Description of proposed work shall include the width of the proposed driveway type of pavement surface, location with respect to property lines, any special conditions relative to the site, and other pertinent information that may be required by the City Engineer to process the permit.

(b) Type II Driveway Approaches:

- (1) A plan shall be submitted which is drawn to scale with sufficient dimensions to show location of all existing and proposed improvements including building locations, parking layout, driveways, streets sidewalks, drainage structures, utilities, trees greater than 15" circumference within street right-of-way or area of construction; all existing buildings or structures on adjacent property within fifty (50) feet of common property line; street width and curb openings on the opposite side of roadway; median openings, if applicable; adjacent land uses; and the distance to all intersecting public streets within one hundred (100) feet of proposed driveway approaches.
- (2) The following information must also be submitted:
 - The methods of spoils disposal
 - The location of the spoils disposal site
 - A certificate by the applicant that the proposed driveway approach will comply with the "City of Austin Standard Specifications"
 - Any other pertinent information that may be required by the City Engineer to process the permit.

ACCESS DRIVEWAY PERMIT APPLICANT CHECKLIST

The following is a short outline of information to be submitted with the driveway permit application. More specific information and design requirements can be obtained from the “Public Right-of-Way Access Ordinance,” adopted November 9, 1987. For State Right-of-Ways, Texas Department of Transportation approval is required *before* receiving city approval. See Attachments for further detailed information.

TYPE I

If the driveway in question is for:

<input type="checkbox"/> Single Family	<input type="checkbox"/> Townhouse
<input type="checkbox"/> Duplex	<input type="checkbox"/> Multi-Resident Apartment

You will need to provide *at least* the following information:

- Width of proposed driveway
- Type of pavement surface to be used
- Location with respect to property lines
- Any special conditions relative to the site

TYPE II

If the driveway in question is for:

<input type="checkbox"/> Office/Commercial Space	<input type="checkbox"/> Parking Lot
<input type="checkbox"/> Industrial	<input type="checkbox"/> Bank
<input type="checkbox"/> Service Station & Convenience	<input type="checkbox"/> All others
<input type="checkbox"/> Stores with Service Pumps	

You will need to provide *at least* the following information:

- | | |
|---|---|
| <input type="checkbox"/> Drawn site plans to scale | <input type="checkbox"/> Distance to all intersecting public streets within one hundred (100) feet of proposed driveway |
| <input type="checkbox"/> Drainage structures | <input type="checkbox"/> Existing and proposed improvements |
| <input type="checkbox"/> Utilities | <input type="checkbox"/> Median opening and locations, if applicable |
| <input type="checkbox"/> Driveways | <input type="checkbox"/> All existing structures/buildings within 50' of common property line |
| <input type="checkbox"/> Parking layout | |
| <input type="checkbox"/> Street sidewalks | |
| <input type="checkbox"/> Street width | |
| <input type="checkbox"/> Trees greater than 15" circumference | |

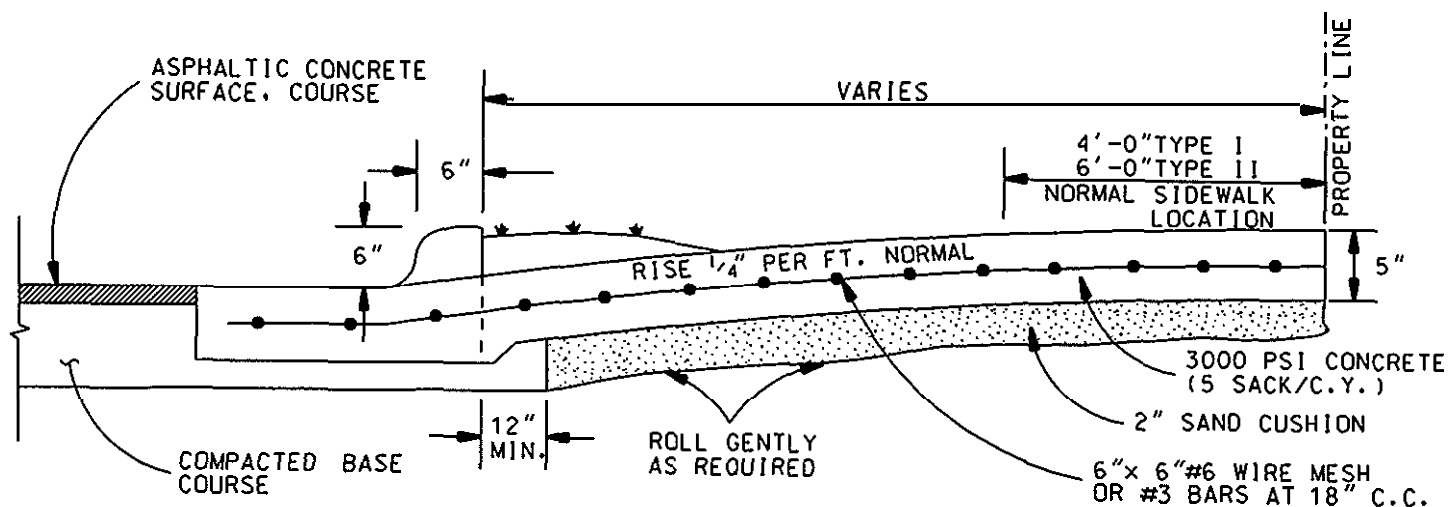
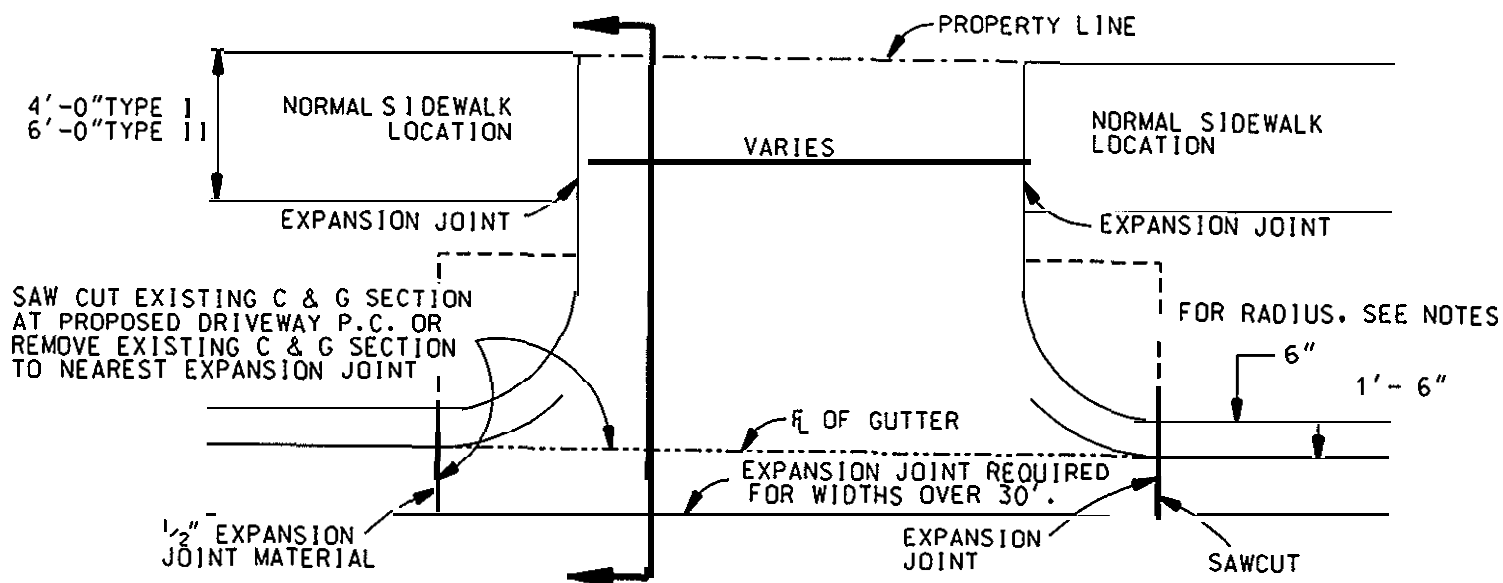
In addition, the following must be submitted

- | | |
|---|--|
| <ul style="list-style-type: none"> — The method of spoils disposal — The location of the spoils disposal site — A certificate by the applicant that the proposed driveway approach will comply with the “City of Austin Standard Specifications” | <ul style="list-style-type: none"> — Any other pertinent information that may be required by the city engineer to process the permit. |
|---|--|

SAN MARCOS CODE STANDARDS FOR TWO-WAY DRIVEWAYS

Driveway	Development	Curb				Minimum Spacing (SP) Between Drives
		Width (W)	Radius (R)			
		Min.	Max.	Min.	Max.	
Type I	Single-Family	10'	20'	50"	50'	10'
	Duplex and Townhouses	15'	25'	50"	100'	
	Multi-Resident Apartments	24'	30'	50'	100'	20'
Type II	Office, Commercial and Parking Lots	24'	35'	10'	15'	20'
	Industrial	24'	45'	10'	15'	20'
	Banks, Service Stations, and Convenience Stores with Fuel Pumps	25'	45'	10'	15'	1/3 x Frontage

NOTE: Type II minimum distance from intersection: 100'



GENERAL NOTES:

TYPE I: DRIVEWAY REQUIRED FOR SINGLE FAMILY RESIDENCE, DUPLEXES AND TOWN HOUSES (5' RADIUS).

TYPE II: DRIVEWAY REQUIRED FOR MULTI-RESIDENT APARTMENTS, OFFICE AND PARKING LOTS, COMMERCIAL AND INDUSTRIAL (10'-15' RADIUS).

STANDARD STYLE "A" TYPICAL ROLLED CURB DRIVEWAY

DRIVEWAY DETAIL

NOT TO SCALE

TYPICAL RESIDENTIAL SITE PLAN

